Christ the King Lutheran Church
Church Council Meeting
Minutes of November 21, 2016 Approved

Voting Members Present: Pastor Opsahl, Tom Cooper, Bill Hiatt, Tom Kalka, Mitch Kiffe, Allie Peters, Marie Petersen, Brenda Rian, Antonia Siebert, and Steve Wilson.
Voting Members Absent: Doug Gaibler and Allen Wild.
Others Present: Stephanie Catherine.

Pastor Opsahl opened the meeting with prayer.

Call to Order: President Kiffe called the meeting to order declaring a quorum present at 7:35 p.m.

Approval of Minutes: A motion was made by Marie Petersen to accept the Church Council Meeting minutes of September 12, 2016, October 3, 2016, October 16, 2016, and the Special Congregational Meeting minutes of October 23, 2016 as corrected that was emailed to Church Council members on November 15, 2016 and was seconded. **Motion carried.**

Reports:
Information Technology Committee: This committee consists of Brenda Rian and Doug Gaibler who do the budget, Andy Wild is evaluating the hardware, and Stephanie Catherine the website. Brenda Rian discussed the situation with the content that is to be loaded on the website by Ellen Acconcia, Communications Assistant. Once the site is up and running, the council must decide who will provide the content to Ellen. The committee is also looking into a new Internet provider, possibly Cox, as the present system is too slow and an upgrade is needed. Stephanie Catherine demonstrated the first design draft of Christ the King's website. A beta test will be conducted on the new website format to solicit suggestions from church members. Stephanie presented the "Draft Communications Plan Christ the King Lutheran Church, Great Falls, Virginia" prepared by Ellen Acconcia, November 2016. She urged council members to read the document and be open to new ideas and concepts suggested by Ellen. Ellen's responsibilities include: managing website, posting information on the church's website and social media, church calendar, posting newsletter (working with Maria Cervantes, Church Administrator), messages on outside sign, and dial into the weekly staff meeting with Pastor Opsahl. Pastor Opsahl will approve any information before Ellen sends it out. Brenda thanked Stephanie Catherine for her time and effort while working on this project.

Pastor's Report: Pastor Opsahl submitted a written report. The contacting of Sunday services visitors was discussed. Pastor will check with Maria Cervantes to see if she is sending a letter. Tom Cooper suggested that packets be made and then delivered to the visitors. When Jane Cooper was on the Witness Committee, she and Tom did this and suggested it be continued by Kristine Heine and her committee members. Tom and Jane are willing to meet with Pastor and Kristine to set up this activity. Brenda Rian suggested that Pastor check to see that baptism and birthdays are recorded into Shepard's Staff. Pastor plans to visit committee meetings. Pastor is in charge of the paid staff, will hold weekly meetings, and will work on integrating the staff.

President: Mitch Kiffe reported that Pastor Hank has resigned his position at the seminary and is selling his house in preparation for the move to Virginia. Bill Hiatt requested that Mitch obtain an estimate of moving expenses from Pastor Hank.

Treasurer: Bill Hiatt send the "October Treasurer's Report" via email on November 4, 2016. A motion was made by Allie Peters to accept the "Guidelines for Contracts and Large Purchases ($2500 and

greater)" with the additional statement "The cognizant ministry lead shall authorize the bookkeeper to make final payment for a single large purchase following satisfactory completion or delivery" and was seconded. **Motion carried.**
The "2016-2017 Budget Worksheet" compiled by Bill Hiatt, Bill Unger, and Allen Wild was discussed. In general, the requests by Ministry Chairs was reduced in order to balance the budget. New line items included Information Technology and Council Initiatives. The church's contribution to the Synod is prorated according to the rate of giving for the quarter. Service's budget is also based on the amount of giving in the quarter. A dedicated account for "Staff Gifts" is available for members who want to donate by checks at Christmas.
December 12, feedback on the budget is due.
December 20th reimbursement requests are to be sent to Bill Hiatt.

Service: Steve Wilson indicated that the committee will work on prioritizing projects. He will contact Bill Carbaugh about his request for a $1000 donation to "Lift Me Up" the therapeutic horseback riding facility for youth with special needs.

Witness: The decision to support the Great Falls, July 4, 2017, fireworks display and having members of the church watch it on the lawn will be made by the council closer to the date. The committee is working on finding ways to have inactive members return to services and church activities.

Youth: Allie Peters announced the Youth Christmas Party is December 17. Kevin Magley will be given a gift card to a restaurant to show the church's appreciation for his work with the youth. There will be youth leadership training in January. Bill Hiatt recommended that expenses be charged to the Youth Dedicated account.

Learning: December 11, will be the Children's Christmas Program with a pot luck dinner. In the Finance Ministry Report, Allen Wild inquired about the responsibility of Christ the King Church to the King's Kids Preschool program. Antonia Siebert explained that the Preschool was incorporated as a separate organization with its own tax identification number, own finances and own board of directors. Christ the King Church doesn't contribute financially to the school. A set amount is paid to the church for electricity and other expenses incurred when using the building which includes a reimbursement for the insurance premium. Since the King's Kids is an independent and separate organization, the church is not responsible for the school.

Property: Tom Cooper reported that the updating of the parsonage is continuing. His report in the Ministry Activity Reports lists the specific work that is being done.

Stewardship: As of today, Tom Kalka has received 15 Time and Talent sheets and 12 pledges. The council suggested that Tom consider sending out a letter and pledge form through the mail.

Mutual Ministry: The committee should be working on the Annual Review of the Staff so that recommendations can be made for pay raises. Andrew Dobbs will be included in this review.

December 19, 2016 is the next council meeting.
Adjournment: The meeting adjourned at 10 p.m.

Marie Petersen, Church Council Secretary

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